

AGENDA ITEM REPORT

DATE: September 2, 2025
DEPARTMENT: Solid Waste
REQUESTER: Rebecca Rodriguez
TITLE: Award Contract for Landfill Gas Operations, Monitoring and Maintenance Services

I. MOTION REQUESTED

- A. Award Invitation to Bid No. B250148SAM, Landfill Gas Operation, Monitoring and Maintenance Services to Sullivan Environmental, Inc. for landfill gas system operation, monitoring, and maintenance services, on an as-needed basis, for an initial term of three (3) years as approved in the department's annual adopted budget.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract, for up to two (2) additional years, and to execute all associated documents, as approved in the department's annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Awards a contract to Sullivan Environmental, Inc to provide operations, monitoring and maintenance services for the landfill gas collection system at the Lee/Hendry County Regional Solid Waste Disposal Facility. The requested annual expenditure is up to \$168,665 for services performed and is based on the bids received. The initial term of the contract is for a period of three years with the option to renew for two additional one-year periods.

The landfill gas collection system was installed in 2025 and plays a critical role in maintaining regulatory compliance and mitigating odors at the Lee Hendry Landfill. While routine operations and maintenance will be conducted in-house, more complex work will be performed by the vendor. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Procurement Management obtained bids for the project known as invitation to Bid No. B250148SAM, Landfill Gas Operation, Monitoring and Maintenance Services. The solicitation was advertised on May 9, 2025, and opened on June 20, 2025. At the time of opening, Procurement Management received three submissions, one of which was Sullivan Environmental, Inc.

Procurement Management conducted due diligence and analyzed all three of the vendors' submissions to determine if the vendors were both responsive and responsible. At the completion of due diligence, Sullivan Environmental, Inc. was determined to be the responsible bidder with the lowest responsive bid at \$168,665.00.

Staff recommends awarding a contract to Sullivan Environmental Inc. for operation, monitoring, and maintenance services for the new landfill gas collection system at the Lee/Hendry Landfill. The vendor will provide routine operation, monitoring, maintenance, and testing of the eleven (11) gas collection wells, surface emission monitoring of 120 acres of landfill area, and testing of the flare system.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount: \$168,665
Included in the Current Budget?: Yes
Fund: Enterprise
Comments:

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets? No
Program: Solid Waste Landfill Operations

Project: N/A
Account Strings: OB5341040100.504655
Fund Type? Enterprise

V. RECOMMENDATION

Approve

ATTACHMENTS:

Agreement, Bid Tabulation, Sunbiz

REVIEWERS:

Thanh Hutcheson, Solid Waste
Mary Tucker, Procurement
Rebecca Rodriguez, Solid Waste
Anne Henkel, Budget Services
Angela Guttery, Budget Services
Peter Winton, County Manager
Amanda Swindle, County Attorney
Christine Brady, County Manager

Created/Initiated - 8/20/2025
Approved - 8/21/2025
Approved - 8/21/2025
Approved - 8/22/2025
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